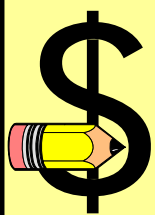


April/May 2006



SCHOOL FINANCE UPDATE

A Monthly Newsletter Published by the School Finance Division

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This newsletter is emailed to school districts, county superintendents, county treasurers, and auditors each month. The newsletter is intended to reach all district staff involved in budgeting, accounting, enrollment, special education funding, and federal programs. Please forward this newsletter to all interested parties. Got suggestions for items to include here? We'd love to hear from you!

2nd Semester Transportation Claims Due in May

TR-5 (Individual Transportation Claim) and TR-6 (Bus Route Transportation Claim) forms for second semester reimbursement are posted on OPI's website at <http://www.opi.mt.gov/School%20Finance/PupilTransportation/Contracts/FY06/TR5ClaimForms/SecondSemester> and <http://www.opi.mt.gov/School%20Finance/PupilTransportation/BusRoutes/FY06/TR6ClaimForms/SecondSemester>. Completed claim forms are due to the county superintendent by May 10. The County Superintendent must review and send the completed forms to OPI by May 24. Timely claims will be paid in mid-June. Note: Valid claims received by OPI after May 24, 2006 and before June 30, 2006 will be paid by September 30, 2006 per A.R.M. 10.7.104(2)(b).
For more information, contact [Maxine Mougeot](mailto:mmougeot@mt.gov), (406) 444-3096 or mmougeot@mt.gov.

Montana Association for Pupil Transportation (MAPT) Conference

The annual MAPT conference will be held June 21, 22 and 23 in Kalispell. All Montana school bus drivers are encouraged to participate in this beneficial driver training opportunity. Conference registration forms and motel information can be found at <http://www.opi.mt.gov/PupilTransport/index.html> (click on "Training"). Registration forms should be sent to Betty Kunkle, Cascade County Superintendent (406) 454-6776 or email schools@co.cascade.mt.us.
For more information, contact [Maxine Mougeot](mailto:mmougeot@mt.gov), (406) 444-3096 or mmougeot@mt.gov.

Summer 2006 School Budgeting & Accounting Workshops

Following are the dates and locations for the summer workshops:

Thursday, July 6	Havre
Friday, July 7	Great Falls
Wednesday, July 12	Kalispell
Thursday, July 13	Missoula
Friday, July 14	Butte
Tuesday, July 18	Sidney
Wednesday, July 19	Miles City
Thursday, July 20	Billings

The workshops are free. Registration materials are available at the following link: <http://www.opi.mt.gov/Regforms/SBAW/>
For more information, contact [Paul Taylor](mailto:ptaylor2@mt.gov), (406) 444-3024 or ptaylor2@mt.gov.

**Reopening a
School Next
Year?**

The application deadline for reopening a school is June 1 (MCA 20-6-502).
For more information, contact [Nica Carte](#), (406) 444-4401 or ncarte@mt.gov.

**Indirect Cost
Rate
Applications for
FY07 Grant
Projects
Delayed**

OPI is still negotiating the school district indirect cost plan with the US Dept of Education for FY2007 through FY2011. We are hoping this will be completed very soon. So far, there appears to be no major changes. Watch for an official email when the forms for FY07 are released.
For more information, contact [Jim Oberembt](#), (406) 444-1257 or joberembt@mt.gov.

**Free MAEFAIRS
Training**

The School Finance Division will offer MAEFAIRS training on Thursday, July 27, in Helena. This training is designed for school district personnel responsible for completing the Trustees Financial Summary (TFS) and Budget reports.

For more information, contact [Paul Taylor](#), (406) 444-3024 or ptaylor2@mt.gov.

**MASBO
Summer
Conference**

The Montana Association of School Business Officials (MASBO) will hold its annual summer conference in Great Falls on June 14, 15 and 16, 2006. Watch the MASBO website at <http://www.masbo.com/> for details.

For more information, contact [Lynda Brannon, MASBO Executive Director](#), (406) 442-5599 or lbrannon@masbo.com.

**Applications for
Anticipated
ANB Increases**

Districts may be eligible for an increase in ANB for FY2006-07 if the anticipated enrollments exceed average current year enrollment counts by more than 6%. The deadline for submitting applications is June 1, 2006. OPI must review actual enrollment in FY2006-07 to verify approved increases actually materialized.

For more information, contact [Nica Carte](#), (406) 444-4401 or ncarte@mt.gov.

**Time to Check
Special
Education
Spending to
Avoid
“Reversion”**

Now is a great time to review your district's special education expenditures in the general fund to ensure enough was spent to avoid “reversion”. Reversion means refunding state special education allowable cost funds back to the state if the district failed to spend an amount equal to the state funding plus the required \$1 for \$3 match. Verify the match for related services block grant was remitted to the cooperative as required under MCA 20-9-321, and if needed, consider sending additional funds to support the co-op's expenses. More information on special education funding and reversion is available at this link:

<http://www.opi.mt.gov/SchoolFinance/SpecEd.html>

For more information, contact [Jim Oberembt](#), (406) 444-1257 or joberembt@mt.gov.

**Have You
Requested
Grant Cash?**

It's time to review all district and cooperative grant projects to make sure your district has submitted a cash request for funds. Delaying use of grant funding can result in losses if funds are not obligated by the deadlines.

OPI federal accountants are available for questions: Jurenne Fuchs, (406) 444-2560 or jfuchs@mt.gov; Pat Dawes, (406) 444-3408 or pdawes@mt.gov; Madilon Beatty, (406) 444-4403 or mbeatty@mt.gov.

**Additional ANB
for Distance
Learning
Students -
Report Due
May 10, 2006**

A school district may qualify for additional ANB for the 2006-07 school year if all of the following criteria are met:

(1) During this school year, the student was enrolled in a program or course at district expense using electronic or offsite delivery methods, including distance learning programs, online programs, or technology-delivered learning programs while attending a school of the district or any other nonsectarian offsite instructional setting with approval of the trustees of the district; **(2)** The student was not enrolled on the official count date in the semester in which the student was enrolled in the distance learning course or program; **(3)** The student met residency requirements of MCA 1-1-215, or lived in the district and was eligible for IDEA services, or was enrolled in the district under a mandatory attendance agreement under MCA 20-5-321; **(4)** The student was at least 5 years old and had not reached 19 years old by September 10 of the school year; **AND (5)** The student was offered access to the full range of educational services for the basic education program required by accreditation standards, whether or not the student accessed all available educational services.

This applies only to students who were not enrolled on the count dates and were consequently not reported on the official enrollment reports on October 3, 2005 or February 1, 2006.

The form for reporting distance learning students is on the OPI website at the following link:

<http://www.opi.mt.gov/PDF/SchoolFinance/forms/06DistLearnRpt.pdf>

More information regarding distance learning is located at:

<http://161.7.8.61/10/10-795.htm>

For more information, contact [Nica Carte](mailto:ncarte@mt.gov), (406) 444-4401 or ncarte@mt.gov.

**FY2006-07
One Time Only
Funds**

Reminder: The one time only payments approved by the Legislature in the 2005 special session will be paid by September 2006 and deposited in Fund 15. The **Deferred Maintenance and Weatherization** payment is calculated at \$1,000 per district (\$2,000 for K-12 districts) plus \$153 per ANB. The **Indian Education for All** payment is calculated at \$47.50 per ANB. Final payment amounts will be calculated and posted on OPI's website later this summer. We are not aware of any law that allows school districts to spend these funds prior to July 1, 2006. **For more information, contact Jim Oberembt, (406) 444-1257 or joberembt@mt.gov.**

Useful Websites

Let us know if you are looking for a particular form, and we'll do our best to provide it electronically!

- List of all Official OPI E-Mails: http://www.metnet.mt.gov/Official_Mail
- OPI's GASB 34 Web Page:
<http://www.opi.mt.gov/schoolfinance/gasb34.html>
- Bus Safety and Driver Training Videos:
<http://www.opi.mt.gov/pdf/pupiltransport/TrainingVideos.pdf>
- OPI's "Get Answers" searchable databases for School Finance:
http://data.opi.mt.gov/scripts/rightnow.cfg/php.exe/enduser/std_alp.php?p_si d=VtNdSksh&p_lva=&p_li=&p_page=1&p_prod_lv1=2&p_prod_lv2=%7Eany%7E&p_cat_lv1=%7Eany%7E&p_search_text=&p_new_search=1&p_search_type=3&p_sort_by=dfilt
- School Finance forms and publications:
<http://www.opi.mt.gov/schoolfinance/forms.html>
- FP-14 Student Attendance Agreement:
<http://www.opi.mt.gov/PDF/SchoolFinance/forms/FP14Fillin.pdf>
- FP-14A Special Tuition Rates (used with FP-14)
<http://www.opi.mt.gov/PDF/SchoolFinance/forms/FP14AFillin.pdf>
- Reconciling Cash to the County Treasurer (spreadsheet):
- Student Activity Fund Recap (spreadsheet):
- FY06 Reconciling Cash in the Misc. Programs Fund (spreadsheet):
<http://www.opi.mt.gov/SchoolFinance/Acct.html>
(Upper right-hand corner of page)
- CFDA Numbers for Federal Grants: <http://www.opi.mt.gov/FederalPrograms/handbook.html>
(Appendix F of the OPI State and Federal Grants Handbook)
- Budget Amendment Packet: OPI offers a packet of information about the budget amendment process for school districts:
<http://www.opi.mt.gov/pdf/schoolfinance/forms/2002bapacket.pdf>
- Montana Codes Annotated (MCA) Online:
<http://www.opi.mt.gov/masterMCASearch.html>
- Pupil Transportation link for MAPT Conference information and training opportunities:
<http://www.opi.mt.gov/PupilTransport/index.html#train>

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